4 - FOCUSED MEDICAL REVIEW (FMR)

Introduction

The Focused Medical Review (FMR) subsystem enables you to review utilization profiles that are useful in monitoring carrier activities and performance. Within the FMR, you can browse data, produce reports, and download files.

The FMR subsystem was designed in accordance with the Part B Data Strategy Workgroup that consisted of representatives from the Carrier Medical Directors, the HCFA Regional Offices, the Medical Review Technical Advisory Group, the Office of the Actuary, and HCFA Central Office policy and operations staff. The workgroup identified national medical review requirements and the National Claims History (NCH) data necessary to satisfy those requirements.

The subsystem contains national profiles of all carriers by specialty and HCPCS. Though designed to compare the billing practices of one carrier to another carrier or the nation, the system is also a useful tool for spotlighting trends in usage and detecting reporting errors and uncovering aberrant reporting patterns. The FMR data is a six month summary of data captured at a specified point in time and compared to data for the same interval of the previous year. These data are not updated for additional submitted claims or adjustments.

The utilization data are summarized by HCPCS, modifier, and specialty and provide carrier-to-carrier and carrier-to-national comparisons by carrier and specialty and by carrier within specialty. The modifiers included in the system have been limited to those directly affecting the pricing of a service. These modifiers include Assistants at Surgery (80, 81, 82, AS), Surgical Teams (66), Pre- and Post-operative Management (54, 55, 56), Multiple Procedures (50, 51, 78, 79), and Professional and Technical Components (26, TC). All other modifiers have been rolled into a global code (" "). These data have also been segmented into type of service classifications (DME, Ambulance, E&M, ASC, PEN, National Labs, and All Other Services) for ease of viewing and/or downloading.

The FMR subsystem also includes carrier and national enrollment data. Enrollment is based on the address to which Social Security correspondence and payments are made to the beneficiary and is comprised of the number of people enrolled for a calendar year for benefits (excluding beneficiaries enrolled in a prepayment plan). These figures reflect the total number of enrollees for a carrier and not the number receiving services. Due to the timeframe for updating the data, the enrollment figures lag one year behind the utilization data.

The FMR databases are created semi-annually from the 100% NCH data, which are composed of Part B claims data for all beneficiaries.

Within the FMR subsystem, data are organized in the following timeframes:

!   Interval 1, which contains data received through September 30 with dates of service between January 1 and June 30; and

!   Interval 2, which contains data received through March 31 of the following year with dates of service between July 1 and December 31.

Each interval is compared to the same period of data from the previous year to calculate changes in utilization. A three month processing lag ensures that the data will be at least 90% complete.

The FMR file contains summarized utilization data for 100% of the Physician/Supplier claims processed by Part B carriers and includes the following items:

!   Physician services
!   Laboratory services
!   Durable Medical Equipment (DME)
!   Ambulance
!   Prosthetics and orthotics
!   Parenteral and Enteral Nutrition (PEN)
!   Facility charges for free-standing Ambulatory Surgical Centers (ASC)
!   Outpatient speech, occupational, and physical therapy
!   Immunosuppressive drugs
!   Pneumococcal, Hepatitis B, and influenza vaccines
!   Monthly End Stage Renal Disease (ESRD) capitation payments

Excluded items include **HMO reporting** and **outpatient hospital facility charges**.

Descriptions of the FMR Functions

This section provides descriptions of each of the FMR reports, the Browse, Download, and Modifier Lookup options of the Master Data Base, the FMR News, and the FMR Tutorial.   Please note that within a report option, selection criteria may differ when you browse data as opposed to when you produce a hard copy or download, but all methods will yield the same data results.

1. Focused Medical Review Report 1

FMR Report 1 summarizes and ranks procedures by allowed charges. In browse, FMR Report 1 requires you to select a carrier and a specialty; you also have the option to select a beginning rank and a data class. When you produce a hard copy or download, this report summarizes and ranks procedures by allowed charges for either a carrier **or** a region; specialty is required if a region is chosen, but optional if a carrier is chosen. In batch, you always have the option to select a data class.

FMR Report 1 displays the following data:

! procedure code,
! modifier code,
! data class code,
! carrier allowed services,
! carrier rank,
! national rank,
! carrier allowed services per 1000 beneficiaries,
! national allowed services per 1000 beneficiaries,
! carrier percentage of denied services,
! national percentage of denied services,
! carrier allowed charges per 1000 beneficiaries,
! national allowed charges per 1000 beneficiaries,
! carrier percentage change in allowed charges from the previous year, and
! national percentage change in allowed charges from the previous year.

2. Focused Medical Review Report 2

When you browse, produce a hard copy, or download, FMR Report 2 produces a summarized list of all carriers who have processed a certain procedure with a certain specialty and modifier.

FMR Report 2 displays the following data:

! carrier number,
! carrier enrollment,
! data class code,
! carrier allowed services,
! carrier percentage of denied services,
! carrier allowed charges,
! carrier average charges,
! carrier allowed services per 1000 beneficiaries, and
! carrier allowed charges per 1000 beneficiaries.

3. Focused Medical Review Report 3

In browse, FMR Report 3 provides a list of Evaluation and Management (E and M) procedure codes used within a certain specialty by a certain carrier. When you produce a hard copy or download, this report provides a listing of E and M codes used by either a carrier **or** a region. Specialty is required if a region is chosen, but optional if a carrier is chosen.

FMR Report 3 displays the following data:

! E and M procedure groupings,
! allowed services per 1000 beneficiaries,
! total allowed services,
! total denied services,
! carrier percentage denied services,
! carrier distribution of services, and
! national distribution of services.

4. Focused Medical Review Report 4

In browse, FMR Report 4 summarizes and ranks allowed charges by BETOS. You must select a carrier and specialty.

FMR Report 4 displays the following data:

! carrier rank,
! national rank,
! carrier allowed services

!   carrier allowed services per 1000 beneficiaries
!   national allowed services per 1000 beneficiaries
!   carrier percentage of denied services
!   national percentage of denied services
!   carrier allowed charges per 1000 beneficiaries
!   national allowed charges per 1000 beneficiaries
!   carrier percentage change in allowed charges from the previous year, and
!   national percentage change in allowed charges from the previous year

5. Focused Medical Review Report 5

In browse, FMR Report 5 produces a summarized list of all carriers who have processed a certain specialty with a certain BETOS code.

FMR Report 5 displays the following data:

!   carrier number,
!   carrier enrollment,
!   carrier allowed services,
!   carrier percentage of denied services,
!   carrier allowed charges,
!   carrier average charges,
!   carrier allowed services per 1000 beneficiaries, and
!   carrier allowed charges per 1000 beneficiaries.

6. Browse Master File

This option allows you to retrieve data from the FMR Master Data Base and browse the data interactively. The Browse Master File contains the data from which all report fields are calculated, but some of these fields are not displayed in the FMR reports. The Browse Master File selection criteria includes entries for carrier number, specialty code, beginning rank, and data class; beginning rank and data class are not **required** entries. The on-screen data is limited to the carrier, specialty, and data class you choose, and 500 procedures are displayed beginning with the rank you choose.

The browse master file display captures the following data:

!   procedure code,
!   modifier code,
!   data class code,

!   carrier rank,
!   national rank,
!   carrier-allowed services,
!   national-allowed services,
!   carrier-allowed charges,
!   national-allowed charges, and
!   carrier prior year allowed charges.

7. Download Master File

This option allows you to select records and data fields from the FMR Master Data Base to be downloaded to a PC or to another mainframe. At the Download Master File prompt, you must choose the data fields and the region **or** carrier to be extracted from the database. In addition, you are given the option of selecting all specialty codes **or** a single specialty code, all data classes **or** a single data class, and all procedure codes **or** the top 30 procedure codes. Your selection criteria are then submitted as a job to be created as a mainframe file.

Prior to the submission of the job, the system will display the following information:

!   user selection criteria,
!   number of bytes to be downloaded,
!   selected data elements,
!   file name,
!   record length,
!   blocking factor, and
!   record layout.

Keep a copy of this information for the downloading. This mainframe file will be available for 24 hours. After 24 hours, the file will be automatically deleted.

Please note that some files you create for downloading may be quite large. Consequently, these files will require a significant amount of time to be downloaded. In addition, note that the FMR contains downloading constraints; information regarding these constraints can be found in the Help screen associated with the FMR Download Confirmation Screen.

8. Modifier Lookup

This option allows you to view the total utilization for a procedure code regardless of the accompanying modifier. The Modifier Lookup presents a complete picture of utilization and

facilitates the location of the various procedure/modifier combinations within FMR Report 1 by displaying the ranking of each combination.

This feature allows you to browse the following data for a carrier/specialty/procedure code combination:

!   modifier(s),
!   data class, rank,
!   allowed services,
!   percent denied services,
!   allowed charges,
!   average allowed charges,
!   services per 1000 beneficiaries,
!   allowed charges per 1000 beneficiaries, and
!   enrollment.

9. Focused Medical Review News

The Focused Medical Review News option contains any significant news regarding the Focused Medical Review subsystem that may be of interest to you, such as data anomalies, file updates to the system, and planned enhancements.

To access the FMR News, type **4** at the Focused Medical Review Primary Menu, and the system displays the Focused Medical Review News Screen.

To exit the FMR News, press [Enter] until you return to the Focused Medical Review Primary Menu.

You should view the Focused Medical Review News periodically.

10. Focused Medical Review Tutorial

The Focused Medical Review Tutorial contains general reference information concerning the FMR subsystem. The Tutorial section in this manual provides a more detailed description of the tutorial's contents and instructions for accessing the option.

Accessing the FMR

```
---------------------------------------------------B E S S---------------------------------------------------------
OPTION ===> 3

                    ****************************************
                    *          PRIMARY OPTION MENU         *
                    *                                      *
                    ****************************************


              Enables you to access five major Part B subsystems and several options

   1  PHYSICIAN/SUPPLIER DATA                   - Part B Data
   2  HCPCS SYSTEM                              - HCFA Common Procedure Coding System
   3  FOCUSED MEDICAL REVIEW                    - Carrier Performance Monitoring
   4  PART B CARRIERS                           - Addresses and Locality Designations
   5  PROVIDER SUMMARY                          - Under Development
   6  BESS Data Elements                        - BESS Data Element Definition
   7  WHOAMI                                    - Identifies User Local Printer ID
   8  PERSONNEL DIRECTORY                       - Names, Numbers of Contact Persons
   S  SYSTEM INFO                               - Program Function Key Usage
   T  TUTORIAL
   X  EXIT                                      - End


    F1 : Help              F3 : Exit
```

Using the Primary Option Menu Screen

OPTION ===> Specifies the option you want to access.

To access the Focused Medical Review subsystem,

Type *3*
Press Enter

and the system displays the *Focused Medical Review Primary Menu Screen* with the cursor positioned at the **OPTION ===>** prompt.

Generating a Report in the FMR Subsystem

By using the detailed information incorporated in the following section, you will be able to perform the FMR task listed below.

!   Generate a hard copy report using the FMR Report 1 option. The example uses the following selection criteria:

> !   *Time interval 1998-1997 January-June,*
> !   *Carrier number 00801, Western New York,*
> !   *Specialty code 11, and*
> !   *All data classes.*

As you review the example in this section, you may find it helpful to refer to Attachment F, which provides the hard copy of the report generated by the example.

```
   -------------------------------------------------B E S S------------------------------------------------------
OPTION ===> 1
                              ***********************************
                      *        FOCUSED MEDICAL REVIEW        *
                      *              PRIMARY MENU             *
                              ***********************************

    ** Printing and/or communication problems when downloading
    ** should be reported to the ACTION DESK 410-786-2580

  1  REPORTS                      - Carrier Performance Monitoring Reports
  2  MASTER DATA BASE             - Browse, Download
  3  WHOAMI                       - Identifies User Local Printer ID
  4  NEWS                         - News Notes From HCFA 1998 INTERVAL 2 NOW AVAILABLE
  T  TUTORIAL                     - Use of FMR Sub-System
  X  EXIT                         - End



              F1: Help                  F3: Exit          ENTER: Continue
```

Using the Focused Medical Review Primary Menu Screen

OPTION ===> Specifies the option you want to access.

To access the Reports option,

Type *1*
Press Enter

and the system displays the *Focused Medical Review Time Interval Screen* with the cursor
positioned at the **OPTION** ===> prompt.

```
   -------------------------------------------------B E S S------------------------------------------------------
OPTION ===> 5
                        ************************************
                        *       FOCUSED MEDICAL REVIEW       *
                        *              TIME INTERVAL                *
                        ************************************


   1 - 1996-1995 INTERVAL 1 (JAN-JUN)
   2 - 1996-1995 INTERVAL 2 (JUL-DEC)
   3 - 1997-1996 INTERVAL 1 (JAN-JUN)
   4 - 1997-1996 INTERVAL 2 (JUL-DEC)
   5 - 1998-1997 INTERVAL 1 (JAN-JUN)
   6 - 1998-1997 INTERVAL 2 (JUL-DEC)

              F1: Help                    F3: Exit            Enter: Continue
```

Using the Focused Medical Review Time Interval Screen

OPTION ===> Specifies the option you want to access.

Type the number that identifies the interval that corresponds to your request.

The example uses *1998-1997 January - June.*

Type *5*
Press Enter

and the system displays the *Focused Medical Review Reports Screen* with the cursor
positioned at the **OPTION ===>** prompt.

```
        ----------------------------------------------------B E S S--------------------------------------------------------
        OPTION ===> 1
                            ***********************************
                            *      FOCUSED MEDICAL REVIEW       *
                            *              REPORTS              *
                            ***********************************

        Enter the report option; TAB to select the output option.

        1  FMR REPORT 1      - ALL PROCEDURES RANKED WITHIN CARRIER/SPECIALTY
        2  FMR REPORT 2      - ONE PROCEDURE CODE BY SPECIALTY FOR ALL CARRIERS
        3  FMR REPORT 3      - E & M  SERVICE DISTRIBUTION
        4  FMR REPORT 4      - ALL BETOS CODES WITHIN CARRIER/SPECIALTY
        5  FMR REPORT 5      - ONE BETOS CODE BY SPECIALTY FOR ALL CARRIERS

        Select the output option by entering an X.

                    VIEW ON SCREEN
                  x HARD COPY REPORT AND/OR PREPARE FILE FOR DOWNLOADING

                  F1: Help              F3: Exit          ENTER: Continue
```

Using the Focused Medical Review Reports Screen

This screen enables you to select a report option and an output option.

To select a report, type the number of your choice at the **OPTION ===>** prompt.

The example uses FMR Report *1.*
Type *1*

Press ⓣⒶⒷ to the output options. Since the example uses *HARDCOPY REPORT*, type an **X** to the
left of the **HARDCOPY REPORT AND/OR PREPARE FILE FOR DOWNLOADING** option.

Press ⒺⓃⓉⒺⓇ

and the system displays the *Focused Medical Review Report #1 Screen* with the cursor positioned
at the **REGION CODE** prompt.

```
---------------------------------------------------B E S S---------------------------------------------------


                          ************************************
                          *       FOCUSED MEDICAL REVIEW      *
                          *             REPORT #1             *
                          ************************************

Enter the selection criteria.  You must select REGION CODE or CARRIER NUMBER;
SPECIALTY is required if you choose REGION, but optional if you choose
CARRIER.  DATA CLASS is always  optional.  If you leave BEGINNING RANK blank,
the system defaults to the Top30 Codes.

    1) REGION CODE      :
    2) CARRIER NUMBER:  00801
    3) SPECIALTY CODE  : 11
    4) BEGINNING RANK :
    5) DATA CLASS       :


          F1: Help                F3: Exit           ENTER: Continue
```

Using the Focused Medical Review Report #1 Screen

This screen enables you to choose the selection criteria that will define your report.

1)　　　**REGION CODE:** Specifies the region for which you request data.

　　　　　Type the region code at this prompt; this entry is required if you do not choose a carrier number.

　　　　　The example does *not* use a region code.

　　　　　Press `Tab` to the **CARRIER NUMBER** prompt.

2)　　　**CARRIER NUMBER:** Specifies the carrier for which you request data.

　　　　　Type the carrier number at this prompt; this entry is **required** if you do not choose a region code.

The example uses *00801*.
Type *00801*

Press ⒯ᵃᵇ to the **SPECIALTY CODE** prompt.

3)   **SPECIALTY CODE:** Specifies the specialty code for which you request data.

Type the specialty code at this prompt; this entry is required if you choose a region,
but optional if you choose a carrier.

The example uses *11.*
Type *11*

Press ⒯ᵃᵇ to the **BEGINNING RANK** prompt.

Note: If you select a carrier and leave specialty code blank, you will receive all specialties
tabulated individually. Entering AA for specialty will provide a single tabulation for
all specialties that illustrates a cumulative summation.

4)   **BEGINNING RANK:** Specifies the beginning rank for which you request data.

If you leave this optional field blank, the system defaults to the top 30 codes. If you enter
any number, the system gives you the next 500 codes.

Press ⒯ᵃᵇ to the **DATA CLASS** prompt.

5)   **DATA CLASS:** Specifies the data class for which you request data.

Type the data class code at this prompt; this entry is always optional, and its default
is all data classes.

The example does *not* use a data class.

Press ⒠ⁿᵗᵉʳ

and the system displays the *Focused Medical Review Output Options Screen* with the
cursor positioned at the **HCFA ACCOUNT NUMBER** prompt.

```
  --------------------------------------BESS OUTPUT OPTIONS----------------------------------------------------
OPTION ===>

        ENTER HCFA ACCOUNT NUMBER (11 POSITIONS) ===>

        TO PRINT A REPORT, ENTER OUTPUT INFORMATION FOR 1, 2, OR 3 BELOW:

          1. HIGH SPEED PRINTER (2-DIGIT ID) ===>
          2. XEROX PRINTER BINDING CODE ===>
             BN = BOUND   NB = UNBOUND   WH = UNBOUND WITH HOLES

            ENTER NUMBER OF COPIES FOR OPTIONS 1 OR 2 ABOVE ===>

          3. LOCAL OR PC PRINTER (8-POSITION ID) ===>

        TO CREATE A FILE FOR DOWNLOAD, ENTER Y AT OPTION 4:

          4. CREATE A FILE FOR DOWNLOAD (Y) ===>


    F1: Help              F3: Exit
```

Using the Focused Medical Review Output Options Screen

This screen explains the procedure for printing a report and creating a file for download. Please note that any file you create for download is saved at the HCFA Data Center (HDC) for 24 hours only. As a BESS user, you can send *any* report *anywhere* at *any time*, but note the explanations below for each print option.

ENTER HCFA ACCOUNT NUMBER (11 POSITIONS):

The HDC requires that you *must* enter a valid account number or the account number you used to login to TSO.

TO PRINT A REPORT ENTER OUTPUT INFORMATION FOR 1, 2, OR 3 BELOW

> 1. HIGH SPEED PRINTER (TWO-DIGIT ID) ===>

> (*This option specifies the ID used for remote printers and is used almost exclusively by the HCFA Central and Regional Offices*.)

> 2. XEROX PRINTER BINDING CODE ===>
>   BN = BOUND   ND = UNBOUND   WH = UNBOUND WITH HOLES

ENTER NUMBER OF COPIES FOR OPTIONS 1 OR 2 ABOVE ===> 1

> (*This option applies to HCFA Central Office* **only**.)

> 3. LOCAL OR PC PRINTER (EIGHT-POSITION ID) ===>

> (*This option enables you to generate reports at a local or your individual printer*.)

TO CREATE A FILE FOR DOWNLOAD, ENTER **Y** AT OPTION 4

> 4. CREATE A FILE FOR DOWNLOAD (Y) ===>

> Enter Y for Yes and this option creates a mirror-image of the hard copy. It is your responsibility to transfer this file to your PC. Remember that the file is housed at the HDC for 24 hours only.

Since the example uses **_HARDCOPY_**, choose the printer you wish to use and type **_your input_**.

Press Enter

and the system displays the *Report 1 Confirmation Screen.*

```
----------------------------------REPORT 1 CONFIRMATION----------------------------------

USER:                           DATE:                        TIME:

REPORT SELECTED:  FMR01 - CARRIER PROCEDURE MONITORING REPORT
TIME INTERVAL:  YEAR 1998 INTERVAL 1
PRINT SITE SELECTED TO RECEIVE HARDCOPY PRINT-OUT:  XX          COPIES   X
USER SELECTION CRITERIA:   REGION: 02         CARRIER: 00801 SPECIALTY: 11
                           DATA CLASS: ALL     BEGINNING RANK: 'TOP30'


FILE PREPARED FOR DOWNLOADING:  NONE


A BATCH JOB WILL BE RELEASED TO THE SYSTEM TO PRODUCE A HARDCOPY PRINTED
REPORT.    IF THE OPTION TO PREPARE A FILE FOR DOWNLOADING WAS SELECTED,
A FILE WILL BE CREATED AND WILL REMAIN ON THE MAINFRAME FOR A PERIOD OF
24 HOURS AND THEN WILL BE DELETED AND PURGED FROM THE SYSTEM.
USERS WISHING TO DOWNLOAD THIS FILE, SHOULD DO SO WITHIN THE 24
HOUR TIMEFRAME AND PRESS THE "PRINT SCREEN" KEY NOW.


          F1: Help                F3: Exit          ENTER: Continue
```

Using the Report 1 Confirmation Screen

This screen provides a summary of information concerning your hard copy report.

If you choose to cancel your report, press F3.

To continue processing your report, press Enter.

If you choose to process your report and press Enter, the following screen will appear.

```
JOB XXXXFMR1(JOBXXXXX) SUBMITTED
***
```

This message indicates that your requested hard copy report has been successfully submitted. When the system displays the *** prompt, press Enter to return to the *Focused Medical Review Reports Screen.*

Browsing in the Master File

By using the detailed information incorporated in the following section, you will be able to perform the FMR task listed below.

!   <u>Generate</u> a report using the browse option within the Master Database. The example for browsing data uses the following selection criteria:

> !   *Time interval 1998-1997 January-June,*
> !   *Carrier number 16510, West Virginia, Nationwide,*
> !   *Specialty code 13,*
> !   *Beginning rank of 1, and*
> !   *All data classes.*

```
    -------------------------------------------------------B E S S-------------------------------------------------------------
    OPTION ===> 1
                        ************************************
                        *       FOCUSED MEDICAL REVIEW        *
                        *               PRIMARY MENU             *
                        ************************************

       ** Printing and/or communication problems when downloading
       ** should be reported to the ACTION DESK 410-786-2580


     1  REPORTS                   - Carrier Performance Monitoring Reports
     2  MASTER DATA BASE          - Browse, Download
     3  WHOAMI                    - Identifies User Local Printer ID
     4  NEWS                      - News Notes From HCFA 1998 INTERVAL 2 NOW AVAILABLE
     T  TUTORIAL                  - Use of FMR Sub-System
     X  EXIT                      - End


              F1: Help                    F3: Exit           ENTER: Continue
```

Using the Focused Medical Review Primary Menu Screen

OPTION ===> Specifies the option you want to access.

To access the Master Data Base option,

Type *2*
Press `Enter`

and the system displays the *Focused Medical Review Time Interval Screen* with the cursor positioned at the **OPTION ===>** prompt.

```
   -------------------------------------------------B E S S---------------------------------------------------------
OPTION ===> 5
                         ***********************************
                    *      FOCUSED MEDICAL REVIEW       *
                    *            TIME INTERVAL          *
                         ***********************************


1 - 1996-1995 INTERVAL 1 (JAN-JUN)
2 - 1996-1995 INTERVAL 2 (JUL-DEC)
3 - 1997-1996 INTERVAL 1 (JAN-JUN)
4 - 1997-1996 INTERVAL 2 (JUL-DEC)
5 - 1998-1997 INTERVAL 1 (JAN-JUN)
6 - 1998-1997 INTERVAL 2 (JUL-DEC)


        F1: Help                 F3: Exit        ENTER: Continue
```

Using the Focused Medical Review Time Interval Screen

OPTION ===> Specifies the option you want to access.

Type the number that identifies the interval that corresponds to your request.

The example uses *1998-1997 January - June.*

Type *5*
Press Enter

and the system displays the *Focused Medical Review Master File Screen* with the cursor positioned at the **OPTION ===>** prompt

```
    ----------------------------------------------B E S S----------------------------------------------------------
OPTION ===> 1
                        ************************************
                        *      FOCUSED MEDICAL REVIEW      *
                        *            MASTER FILE           *
                        ************************************


         1  BROWSE            - VIEW FMR MASTER FILE ON SCREEN
         2  DOWNLOAD           -  PREPARE MAINFRAME FILE TO BE DOWNLOADED
         3  MODIFIER LOOKUP  - VIEW ALL MODIFIERS BILLED FOR A PROCEDURE


             F1: Help                 F3: Exit          ENTER: Continue
```

Using the Focused Medical Review Master File Screen

OPTION ===> Specifies the option you want to access.

Type the number that identifies how you want to receive your requested data.

The example uses **_Browse_**.

Type **_1_**
Press `Enter`

and the system displays the _Focused Medical Review Browse Master File Screen_
with the cursor positioned at the **_CARRIER NUMBER_** prompt.

```
---------------------------------------------------B E S S------------------------------------------------------------


                        ************************************
                        *      FOCUSED MEDICAL REVIEW       *
                        *        BROWSE MASTER FILE         *
                        ************************************

    Enter the selection criteria.  You must enter CARRIER NUMBER and
    SPECIALTY CODE;   BEGINNING RANK and DATA CLASS are optional.

     1) CARRIER NUMBER:  16510
     2) SPECIALTY CODE  : 13
     3) BEGINNING RANK :
     4) DATA CLASS       :


         F1: Help              F3: Exit         ENTER: Continue
```

Using the Focused Medical Review Browse Master File Screen

This screen enables you to choose the selection criteria that will define your report.

1)   CARRIER NUMBER: Specifies the carrier for which you request data.

Type the carrier number at this prompt; this entry is required.

The example uses *16510* as the carrier number.

Type *16510*

Press `Tab` to the **SPECIALTY CODE** prompt.

2)   **SPECIALTY CODE:** Specifies the specialty for which you request data.

Type the specialty code at this prompt; this entry is required.

The example uses *13*.

Type *13*

Press `Tab` to the **BEGINNING RANK** prompt.

3)   **BEGINNING RANK:** Specifies the beginning rank for which you request data.

Type the beginning rank at this prompt; this entry is optional.

The example uses *1.* Because the FMR recognizes **1** as the default rank, you can leave this prompt blank.

Press `Tab` to the **DATA CLASS** prompt.

4)   **DATA CLASS:** Specifies the data class for which you request data.

Type the data class code at this prompt; this entry is optional.

The example does *not* use a data class. Because the FMR recognizes all data classes as the default, you can leave this prompt blank.

Press `Enter`

and the system displays the first screen of your *requested data.*

```
--------------------  1998  ***  FOCUSED MEDICAL REVIEW  ***  ----    ROW 1 TO 8 OF 324
-------------------------------------------INTERVAL  JAN-JUN-----------------------------------------------------
                                                             SCROLL ===> HALF
                      --------------------USER SELECTION CRITERIA------------------------------
FUNCTION KEYS:              REGION       -       PHILADELPHIA
  F1: Help      F7: Up      CARRIER      -       WEST VIRGINIA, NATIONWIDE INC
  F3: Exit      F8: Down    SPECIALTY    -       NEUROLOGY
                            DATA CLASS   -       ALL DATA CLASSES
                            CARR ENROLLMENT  -       00000284471
                            NATL ENROLLMENT  -       00030953588
  ***********************************************************************************
```

PROC/ MOD	C L S	CARR RANK	NATL RANK	CARR ALW SVC	NATL ALW SVC	CARR ALW CHG	NATL ALW CHG	CARR PALW CHG
99254	3	1	1	2073	216572	263049	29581573	248276
99213	3	2	6	5876	532134	208563	20192626	173961
99231	3	3	8	5513	501193	184136	17858007	161301
99255	3	4	5	906	124252	155648	23194462	99505
99232	3	5	3	3116	537856	155241	28751796	121435
99244	3	6	4	1110	180101	136679	24017402	110007
99214	3	7	2	2316	486686	121822	28795975	88438
95904	7	8	11	2857	311476	86045	10126820	59453

Using the Focused Medical Review Browse Master Data Screen

After you submit your selection criteria, the system displays the first screen of your requested data.

When you browse data interactively, remember to use the following function keys associated with the Focused Medical Review:

F7 to scroll upward,
F8 to scroll downward,
F1 to retrieve the Help screen, and
F3 to exit the screen.

Downloading in the Master File

By using the detailed information incorporated in the following section, you will be able to perform the Focused Medical Review task listed below.

!   Create a mainframe file of selected Focused Medical Review records and data fields
         that can be downloaded to a PC or to another mainframe. This section discusses only
         the creation of the file, not the actual downloading process. The example uses the
         following selection criteria:

         !   *Time interval 1998-1997 January-June,*
         !   *All fields,*
         !   *Region code 10,*
         !   *Specialty code 06,*
         !   *All data classes, and*
         !   *Top 30 procedure codes.*

```
   -------------------------------------------------B E S S-------------------------------------------------------
OPTION ===> 2
                              ************************************
                              *      FOCUSED MEDICAL REVIEW      *
                              *           PRIMARY MENU           *
                              ************************************

     ** Printing and/or communication problems when downloading
     ** should be reported to the ACTION DESK 410-786-2580


   1  REPORTS                   - Carrier Performance Monitoring Reports
   2  MASTER DATA BASE          - Browse, Download
   3  WHOAMI                    - Identifies User Local Printer ID
   4  NEWS                      - News Notes From HCFA 1998 INTERVAL 2 NOW AVAILABLE
   T  TUTORIAL                  - Use of FMR Sub-System
   X  EXIT                      - End



             F1: Help                 F3: Exit           ENTER: Continue
```

Using the Focused Medical Review Primary Menu Screen

OPTION ===> Specifies the option you want to access.

To access the Master Data Base option,

Type *2*
Press ⌐Enter⌐

and the system displays the *Focused Medical Review Time Interval Screen* with the
cursor positioned at the **OPTION ===>** prompt.

```
     -----------------------------------------------B E S S-----------------------------------------------------
  OPTION ===> 5


                       ************************************
                       *      FOCUSED MEDICAL REVIEW      *
                       *             TIME INTERVAL        *
                       ************************************



  1 - 1996-1995 INTERVAL 1 (JAN-JUN)
  2 - 1996-1995 INTERVAL 2 (JUL-DEC)
  3 - 1997-1996 INTERVAL 1 (JAN-JUN)
  4 - 1997-1996 INTERVAL 2 (JUL-DEC)
  5 - 1998-1997 INTERVAL 1 (JAN-JUN)
  6 - 1998-1997 INTERVAL 2 (JUL-DEC)



            F1: Help              F3: Exit           ENTER: Continue
```

Using the Focused Medical Review Time Interval Screen

OPTION ===> Specifies the option you want to access.

Type the number that identifies the year that corresponds to your request.

The example uses ***1998-1997 January - June.***

Type *5*
Press Enter

and the system displays the *Focused Medical Review Master File Screen* with the cursor positioned at the **OPTION ===>** prompt

```
   -------------------------------------------------B E S S------------------------------------------------------------
 OPTION ===> 2
                          ************************************
                          *       FOCUSED MEDICAL REVIEW        *
                          *               MASTER FILE              *
                          ************************************


          1  BROWSE             - VIEW FMR MASTER FILE ON SCREEN
          2  DOWNLOAD            -  PREPARE MAINFRAME FILE TO BE DOWNLOADED
          3  MODIFIER LOOKUP   - VIEW ALL MODIFIERS BILLED FOR A PROCEDURE


              F1: Help                    F3: Exit          ENTER: Continue
```

Using the Focused Medical Review Master File Screen

OPTION ===> Specifies the option you want to access.

Type the number that identifies how you want to receive your requested data.

The example uses **_Download_**.

Type **_2_**
Press Enter

and the system displays the *Focused Medical Review Download Screen* with the cursor positioned at the **_ALL FIELDS_** prompt.

```
  BESS ------------------------FOCUSED MEDICAL REVIEW DOWNLOAD------------------------BESS

  ** ENTER 'X' TO SELECT FIELDS TO BE DOWNLOADED

                           X    ALL FIELDS
  * CARRIER                                    * NATIONAL
        RANK                                        RANK
        ENROLLMENT                                  ENROLLMENT
        ALLOWED SERVICES                            ALLOWED SERVICES
        ALLOWED CHARGES                             ALLOWED CHARGES
        FREQUENCY                                   FREQUENCY
        DENIED SERVICES                             DENIED SERVICES
        PRIOR YEARS ALLOWED CHARGES                 PRIOR YEARS ALLOWED CHARGES

  ENTER DATA VALUES THAT ARE TO BE USED AS SELECTION CRITERIA.

        REGION CODE    : 10          OR      CARRIER NUMBER:
        SPECIALTY CODE: 06   (OPTIONAL)    DATA CLASS      :      (OPTIONAL)

  ENTER 'A' TO OBTAIN ALL PROCEDURES OR LEAVE BLANK FOR TOP 30:

              F1: Help                F3: Exit          ENTER: Continue
```

Using the Focused Medical Review Download Screen

This screen enables you to select the data to be included in your file.

Type an **X** beside the field(s) you want the system to download. This screen allows you to choose
ALL FIELDS or selected fields within either **CARRIER** or **NATIONAL** or both.

The example uses *ALL FIELDS*. Type an **X** beside *ALL FIELDS*.

To select criteria, type your input at the appropriate prompt. This screen allows you to select either
REGION or **CARRIER**. Both **SPECIALTY CODE** and **DATA CLASS** are optional; the
SPECIALTY CODE default selects all specialty codes, while the **DATA CLASS** default selects
all data classes.

The example uses region code *10* and specialty code *06*. Type *10* at the **REGION CODE** prompt; `Tab`
to the **SPECIALTY CODE** prompt and type *06*.

The final prompt allows you to choose **ALL PROCEDURES** or the **TOP 30 PROCEDURES**.

The example uses *TOP 30.* Since the default produces the top 30 procedures, leave this prompt blank.

Press Enter

and the system displays the *FMR Download Confirmation Screen.*

```
        -------------------------FMR DOWNLOAD CONFIRMATION-------------------------

  USER:                          DATE:                          TIME:

 THE FOLLOWING DATA WILL BE EXTRACTED FROM THE 1998 INTERVAL 1  DATABASE.
  IF SELECTIONS ARE CORRECT, PRESS ENTER.  IF YOU WISH TO RE-ENTER, PRESS PF3.

  CRITERIA:    REGION   : 10              CARRIER   :
               SPECIALTY: 06       DATA CLASS:          CODES:  TOP 30

  APPROXIMATE BYTES TO BE DOWNLOADED: 21,041

  DATA ELEMENTS:
  CARRIER:                      NATIONAL:
  ALL FIELDS                    ALL FIELDS


          F1: Help        ENTER: Continue        F3: Exit
```

Using the FMR Download Confirmation Screen

This screen provides a summary of the data you selected in the previous screen.

If the summary is correct, press Enter.

If you need to revise the summary, press F3.

Press Enter
and the system displays the *FMR Download File Description Screen.*

```
----------------------------------FMR DOWNLOAD FILE DESCRIPTION----------------------------

USER:                              DATE:                              TIME:


A BATCH JOB WILL BE RELEASED TO CREATE A FILE FROM THE 1998 INTERVAL 1
DATABASE.  THE FILE WILL BE DELETED FROM THE HDC MAINFRAME AFTER 24 HOURS.
USERS SHOULD DOWNLOAD THE FILE AS SOON AS POSSIBLE.


FILE NAME:  XXXX.XXXXXXXX.XXXXXXX.XXXXXXX
RECORD LENGTH:  158          BLOCKING FACTOR:  23738


RECORD LAYOUT:

REGION (2A)  CARRIER (5A)  SPECIALTY (2A)  PROCEDURE (5A)  MODIFIER (2A)
DATA CLASS (1A)  FILLER (3N)
CARRIER RANK            05(N)   NATIONAL RANK         05(N)   CARRIER ENROLL       11(N)
NATIONAL ENROLL        11(N)   CARRIER ALLD SVCS     09(N)   NATIONAL ALLW SVCS   11(N)
CARRIER ALLW CHGS      11(N)   NATIONAL ALLW CHGS    12(N)   CARRIER FREQ         09(N)
NATIONAL FREQ          11(N)   CARRIER DEN SVCS      09(N)   NATIONAL DEN SVCS    11(N)
CARRIER PYR/ALW CHG    11(N)   NATIONL PYR/ALW CHG   12(N)

          ***************   PRESS THE PRINT SCREEN KEY AND SAVE        ***********

             F1: Help          F3: Exit          ENTER: Continue
```

Using the FMR Download File Description Screen

This screen provides information on downloading the file you created. **Always** print this screen since it contains the file name, record layout, and file characteristics needed to complete the downloading process.

If you choose to cancel your downloading, press `F3`.

To continue processing your file, press `Enter` and the system displays the following screen.

```
JOB XXXXFMR1(JOBXXXXX) SUBMITTED
***
```

This message indicates that your request has been successfully submitted for downloading. When the system displays the *** prompt, press [Enter] to return to the *Focused Medical Review Master File Screen.*

Accessing the Modifier Lookup in the Master File

By using the detailed information incorporated in the following section, you will be able to perform the Focused Medical Review task listed below.

! Capture all modifiers reported within the FMR for a particular procedure code using the Modifier Lookup option within the Master Data Base. The example for browsing these data uses the following selection criteria:

   ! *Time interval 1998-1997 July-December,*
   ! *Carrier number 16510 West Virginia, Nationwide,*
   ! *Specialty code 18, and*
   ! *Procedure code 66984.*

```
-----------------------------------------------B E S S---------------------------------------------------
OPTION ===> 2
                    ************************************
                    *       FOCUSED MEDICAL REVIEW        *
                    *            PRIMARY MENU                 *
                    ************************************


     ** Printing and/or communication problems when downloading
     ** should be reported to the ACTION DESK 410-786-2580


   1  REPORTS                  - Carrier Performance Monitoring Reports
   2  MASTER DATA BASE         - Browse, Download
   3  WHOAMI                   - Identifies User Local Printer ID
   4  NEWS                     - News Notes From HCFA 1998 INTERVAL 2 NOW AVAILABLE
   T  TUTORIAL                 - Use of FMR Sub-System
   X  EXIT                     - End


             F1: Help              F3: Exit         ENTER: Continue
```

Using the Focused Medical Review Primary Menu Screen

OPTION ===> Specifies the option you want to access.

To access the Master Data Base option,

Type *2*
Press Enter

and the system displays the *Focused Medical Review Time Interval Screen* with the
cursor positioned at the **OPTION ===>** prompt.

```
    ---------------------------------------------------------B E S S---------------------------------------------------
    OPTION ===> 6
                        ***********************************
                        *       FOCUSED MEDICAL REVIEW        *
                        *              TIME INTERVAL                 *
                        ***********************************


    1 - 1996-1995 INTERVAL 1 (JAN-JUN)
    2 - 1996-1995 INTERVAL 2 (JUL-DEC)
    3 - 1997-1996 INTERVAL 1 (JAN-JUN)
    4 - 1997-1996 INTERVAL 2 (JUL-DEC)
    5 - 1998-1997 INTERVAL 1 (JAN-JUN)
    6 - 1998-1997 INTERVAL 2 (JUL-DEC)



            F1: Help                 F3: Exit           ENTER: Continue
```

Using the Focused Medical Review Time Interval Screen

OPTION ===> Specifies the option you want to access.

Type the number that identifies the year that corresponds to your request.

The example uses *1998-1997 July - December.*

Type *6*
Press `Enter`

and the system displays the *Focused Medical Review Master File Screen* with the
cursor positioned at the **OPTION ===>** prompt

```
    --------------------------------------------------B E S S--------------------------------------------------------
   OPTION ===> 3
                         ***********************************
                         *        FOCUSED MEDICAL REVIEW        *
                         *              MASTER FILE                 *
                         ***********************************



           1  BROWSE            - VIEW FMR MASTER FILE ON SCREEN
           2  DOWNLOAD          - PREPARE MAINFRAME FILE TO BE DOWNLOADED
           3  MODIFIER LOOKUP  - VIEW ALL MODIFIERS BILLED FOR A PROCEDURE


                F1: Help                F3: Exit            ENTER: Continue

```

Using the Focused Medical Review Master File Screen

OPTION ===> Specifies the option you want to access.

Type the number that identifies how you want to receive your requested data.

The example uses ***Modifier Lookup.***

Type *3*
Press Enter

and the system displays the *Focused Medical Review Browse Procedure/All Modifiers Screen* with the cursor positioned at the **CARRIER** prompt.

```
----------------------------------------------------B E S S---------------------------------------------------


                       ***********************************
                       *      FOCUSED MEDICAL REVIEW       *
                       *BROWSE PROCEDURE/ALL MODIFIERS *
                       ***********************************

Enter the selection criteria.  You must select CARRIER, SPECIALTY CODE,
and PROCEDURE CODE.

  1) CARRIER           :       16510
  2) SPECIALTY CODE    :       18
  3) PROCEDURE CODE :          66984


        F1: Help                F3: Exit          ENTER: Continue
```

Using the Focused Medical Review Browse Procedure/All Modifiers Screen

This screen enables you to choose the selection criteria that will define your report.

1)   **CARRIER:** Specifies the carrier for which you request data.

        Type the carrier number **(required).**

        The example uses *16510* as the carrier number.

        Type *16510*

        Press ⌨Tab to the **SPECIALTY CODE** prompt.

2)   **SPECIALTY CODE:** Specifies the specialty for which you request data.

Type the specialty code **(required).**

The example uses *18.*

Type *18*

Press (Tab) to the **PROCEDURE CODE** prompt.

3)   **PROCEDURE CODE:** Specifies the procedure for which you request data.

Type the procedure code **(required).**

The example uses *66984.*

Type *66984*
Press (Enter)

and the system displays the first screen of your *requested data.*

```
FMR-02  ---------- 1998  ***   FOCUSED MEDICAL REVIEW  ***   ------  ROW 1 TO 7 OF
7
-------------------------------   INTERVAL JUL-DEC           ----------------------------------------
                                                                          SCROLL ===>
HALF
                       --------------------USER  SELECTION  CRITERIA----------------------------
FUNCTION KEYS:            CARRIER     -    WEST VIRGINIA, NATIONWIDE INC
 F1: Help    F7: Up       SPECIALTY   -    OPHTHALMOLOGY
 F3: Exit    F8: Down     PROCEDURE   -    66984
                          ENROLLMENT  -    284,417
 ********************************************************************************


                          ALWD    PCT       ALWD    AVG    SRVS/  CHGS/
 MODIFIER   CLASS  RANKING  SVCS   DEN       CHGS    CHGS   1000   1000

              7     0001   3,896     6   $2,806,390  $720    14   $ 9867
 50           7     0610           100
 51           7     0032     118         $42,674     $362          $150
 54           7     0002   1,808     7   $1,038,342  $574     6   $3,651
 55           7     0030   1,228     5   $48,319     $39      4   $170
 78           7     0155       4         $1,917      $479          $7
 79           7     0003   1,377     1   $965,653    $701     5   $3,395
 ******************************BOTTOM  OF  DATA******************************
```

Using the Focused Medical Review Modifier Lookup Data Screen

After you submit your selection criteria, the system displays the first screen of your requested data.

When you browse data interactively, remember to use the following function keys associated with the Focused Medical Review:

[F7] to scroll upward,
[F8] to scroll downward,
[F1] to retrieve the Help screen, and
[F3] to exit the screen.

Using the Focused Medical Review Tutorial

The Focused Medical Review's Tutorial contains reference information concerning the use of the Focused Medical Review subsystem. This tutorial offers a general system description, data descriptions, report descriptions, specialty, carrier, modifier, and data class code definitions, enrollment calculations, as well as information on such topics as downloading files from the mainframe and using personal computers with modems to access the FMR subsystem.

This section illustrates the procedure used to access the Focused Medical Review Tutorial.

```
    ------------------------------------------------B E S S------------------------------------------------------
OPTION ===> T
                       ************************************
                       *        FOCUSED MEDICAL REVIEW          *
                       *                 PRIMARY MENU                    *
                       ************************************

    ** Printing and/or communication problems when downloading
    ** should be reported to the ACTION DESK 410-786-2580


    1  REPORTS                      - Carrier Performance Monitoring Reports
    2  MASTER DATA BASE             - Browse, Download
    3  WHOAMI                       - Identifies User Local Printer ID
    4  NEWS                         - News Notes From HCFA 1998 INTERVAL 2 NOW AVAILABLE
    T  TUTORIAL                     - Use of FMR Sub-System
    X  EXIT                         - End


               F1: Help                   F3: Exit            ENTER: Continue
```

Using the Focused Medical Review Primary Menu Screen

OPTION ===> Specifies the option you want to access.

To access the tutorial,

Type **_T_**
Press ⌈Enter⌉

and the system displays the first screen of the *Focused Medical Review Tutorial.*

```
 BESS***************************** T U T O R I A L*****************************BESS
 OPTION ===>
                            FOCUSED MEDICAL REVIEW

Welcome to Focused Medical Review (FMR) tutorial.  FMR is a subsystem of
the Part B Extract Summary System (BESS).  FMR was conceived by a Part B
Data Strategy Workgroup consisting of members from the Medicare Carriers
Medical Directors, HCFA Regional Offices, Medical Review Technical Advisory
Group, HCFA Office of the Actuary, HCFA Central Office policy and operations staff.
The purpose of the workgroup was to identify national data needs for use in the Medical
Review Program.  The group defined critical National Claims History (NCH) data elements
and the analysis required for an effective Medical Review program.

The following topics are presented in sequence or may be selected by number:

1  GENERAL SYSTEM DESCRIPTION          6  SPECIALTY CODE DEFINITIONS
2  DATA DESCRIPTION                    7  CARRIER CODE DEFINITIONS
3  REPORT DESCRIPTION                  8  MODIFIER CODE DEFINITIONS
4  PERSONAL COMPUTER W/MODEM           9  ENROLLMENT CALCULATIONS
5  DOWNLOADING DATA FROM MAINFRAME  10  DATA CLASS DEFINITIONS


        ENTER:  Continue              F3: Exit
```

Using the Focused Medical Review Tutorial Screen

The Focused Medical Review Tutorial enables you to either view the entire tutorial or choose a particular section.

To view the entire tutorial, press Enter after reading each screen.

To choose a particular topic, type the number of that topic and press Enter.

To exit the tutorial, press F3.